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|  City of Rocky Mount Addendum 1 | |
| Refer <u>ALL</u> Inquiries regarding this RFP to: Ramona Plemmer Senior Purchasing Technician | RFLOI #320-070722RP |
| | RFLOI Due Date: 8/18/2022 2:00 PM (Extended) |
| | Contract Type: Professional Service |

FAILURE TO RETURN THIS ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS MAY SUBJECT YOUR PROPOSAL TO REJECTION ON THE AFFECTED ITEM(S):

SCHEDULE REMINDER

| Event | Responsibility | Date and Time |
|---|--------------------|-------------------------------------|
| RFLOI Release | City | Tuesday 7/26/2022 |
| Submit Written Questions No Later Than | Respondents | Monday 8/1/2022 12:00(noon) |
| Provide Response to Questions/Addendum | City | Wednesday 8/3/2022 2:00 p.m. |
| Submit Responses No Later Than | Respondents | Thursday 8/18/2022 2:00 p.m. |
| Shortlist Announcement (at City's option) | City | TBD |
| Interviews (at City's option) | City | TBD |
| Firm Selection and Notification | City | September 1, 2022 |

****Due Date has been extended to 8/18/2022 2:00 pm****

QUESTION AND ANSWERS

1. **Question:** Does the submitting team (Prime and subs) need to be qualified for all work codes or can we submit just for the codes the team is qualified for?
Answer: Submitting team can submit for codes the are qualified for

2. **Question:** Given the multiple disciplines and codes that the City is requesting for this on-call is there a possibility that the proposal deadline of 8/11 would be extended to give the teams more time to prepare?
Answer: We will evaluate the request

3. **Question:** If a firm currently holds a contract with the City of Rocky Mount for non-transportation stormwater related services would you accept our previous/current experience with Rocky Mount and other nearby municipalities in lieu of NCDOT prequalification requirement?
Answer: Yes. for codes related to service provided to the city

4. **Question:** For submission, does the electronic version of the proposal need to be emailed or on a USB drive?
Answer: USB drive

5. **Question:** Do RS-2 forms count towards the 25-page limit?
Answer: No

6. **Question:** Is there a preference for binding the proposals?

Answer: No

7. **Question:** For the disciplines listed on pages 3 and 4, do we have to be pre-qualified by the NC Department of Transportation? Which Department are you referencing?

Answer: NCDOT

8. **Question:** It is our understanding that the consultant or consultant team must hold all of the NCDOT codes listed on pages 3-4. Is that the intent? Is it the intent of Rocky Mount to have this on-call replace all previous on-calls contracts that are in place, i.e., stormwater?

Answer: Consultant does not hold all NCDOT codes. Selected consultants will be assigned work based on qualifications. Intent is to replace current on-call stormwater contracts but will not have an impact on current task order contracts.

9. **Question:** Are the facilities primarily related to roads, culverts or buildings that are City owned? Are you looking for Mechanical Engineering as part of this RFQ?

Answer: Facilities are roads, culverts, and other stormwater infrastructure. Buildings are not part of the services. Mechanical Engineering is not listed as a code

10. **Question:** Can a consultant submit on one or more of the listed scopes of work? If so, would a separate proposal be required for each contract? For example, if Consultant X plans to submit on Public Involvement and Outreach AND Land Surveying, would they submit one joint proposal for both services or two separate proposal for each service?

Answer: No. Task orders for listed work will be assigned to one of the selected on-call consultants based on qualifications and experience on related projects and a separate task order will be negotiated for the assigned work.

11. **Question:** Can a consultant submit as a prime and also as a subconsultant with another firm?

Answer: Yes. We will allow you to submit as a sub and a prime on different submittals.

12. **Question:** The Town of Rocky Mount is seeking qualified firms. If this contract is awarded to multiple firms, how will task orders be distributed amongst the firms? Will they rotate between each firm, distributing task orders evenly? Will the top-ranked firm always have the option to submit a proposal first, then if a price cannot be negotiated the client will seek proposal for the next ranked firm? Or will all firms compete for every task order?

Answer: See question 10

*****PLEASE NOTE*****

The Rocky Mount MPO requests all firms submit a digital copy of their Letters of Interest. This is to make it easier to share with the selection team for this contract. (SEE QUESTION 4 RESPONSE)